

DDA Registry

84-0637

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Status Report on ExCom Decision to Establish a Program Manager Within the DDA
to Coordinate DO Overseas Facilities Modifications, Renovations, and Construction

FROM:

DDA
Harry E. Fitzwater
7D18, Hqs

EXTENSION

NO.

DDA 0306/1 84

DATE

29 February 1984

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1. ☒ExDir
Room 7E12, Hqs

02 MAR 1984

EJR

ATT. EXCOM 84-003

Good progress.

I informed the DDC?

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DDA

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B-234

CONFIDENTIALDDA 84-0306/1
29 February 1984

MEMORANDUM FOR: Executive Director

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Status Report on Executive Committee Decision
to Establish a Program Manager Within the DDA
to Coordinate DO Overseas Facilities
Modifications, Renovations, and Construction
[redacted]

REFERENCE: Minutes of 12 January 1984 Executive Committee
Meeting, EXCOM 84-003

1. This memorandum is for your information only and reports progress concerning subject Executive Committee decision. [redacted]

2. The DDA has provided a manning table position and an FTE ceiling for the Project Manager, and a statement of duties and responsibilities has been forwarded to PMCD requesting that this position be established at the GS-15 level. At the request of the SSA, the Director of Security has nominated [redacted] GS-14, who is currently serving as Deputy Chief, Support Staff, SE Division, to fill this position. [redacted] is a graduate Electrical Engineer who has had an impressive variety of responsible, professional security and administrative assignments, and who has been working in SE Division for over two years (his Bio Profile is attached). [redacted] the SE security accounts; works closely with [redacted] and is

very familiar with the unique challenges in the Bloc countries. He is an outstanding candidate for this position. We intend to ask the DDO to furnish a position and ceiling to provide secretarial support to the Project Manager. The ADDA is locating office accommodations for the Project Manager and secretary near the SSA/DDA office. We expect [redacted] to assume his new duties on 16 April. [redacted]

WARNING NOTICE
INTELLIGENCE SOURCES
OR METHODS INVOLVED

CONFIDENTIAL

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SUBJECT: Status Report on Executive Committee Decision to Establish a Program Manager Within the DDA to Coordinate DO Overseas Facilities Modifications, Renovations, and Construction [redacted]

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4. The Office of Security must nominate and transfer a Category I officer to replace [redacted] as Deputy Chief, SE Support. Also [redacted] is Acting Chief of Support until about 6 April while the Chief of Support is traveling in Eastern Europe. In the meantime, the extensive construction, renovation, and modification activity under way overseas is being monitored by the SSA/DDA office, and even more closely by IMS/DO, OC, RECD/OL, and others. The two RECD officers assigned at FBO have just returned from TDY [redacted] Eastern Europe, and one of them will travel to the Middle East in late March. We will keep you informed as we fully implement this Executive Committee decision. [redacted]

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[redacted]
Harry E. Fitzwater

Attachment:
As Stated

ORIG:SSA/DDA [redacted] mp:29 Feb 84

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